

## EXECUTIVE SECRETARIAT

## ROUTING SLIP

## ROUTING AND TRANSMITTAL SLIP

17 NOV 86

TO:

	ACTION	INFO	DATE	INITIAL
1	DCI			
2	DDCI			
3	EXDIR	X		
4	D/ICS			
5	DDI	X		
6	DDA	X		
7	DDO	X		
8	DDS&T	X		
9	Chm/NIC			
10	GC	X		
11	IG			
12	Compt	X		
13	D/OLL	X		
14	D/PAO			
15	D/PERS			
16	VC/NIC			
17	D/OIS/DA	X		
18	C/IPD/OIS	X		
19	C/IMS/DO	X		
20				
21				
22				

SUSPENSE 28 Nov 86  
DateRemarks To #6: For direct response by  
28 Nov 86, please.

Executive Secretary

14 Nov 86  
Date

3637 (10-81)

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. C/IPD/OIS		
2.		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

#1 - FOR ACTION: PLEASE PREPARE DIRECT  
RESPONSE WITH DROP COPIES TO THE  
DDA AND ES.

SUSPENSE: 26 NOVEMBER 1986

STAT

STAT

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

EXA/DDA

Phone No.

5041-102

\*USGPO 1983-421-529/320

OPTIONAL FORM 41 (Rev. 7-76)  
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EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

Executive Registry
86- 5262x

November 6, 1986

M-87-10

MEMORANDUM FOR THE HEADS OF DEPARTMENTS AND AGENCIES

FROM:  James A. Miller III  
Director

SUBJECT: OMB Uniform Guidance on FOIA Fees



The recently enacted omnibus drug enforcement legislation contains a revision to the administrative provisions of the Freedom of Information Act (FOIA) requiring OMB to issue a "uniform schedule of fees for all agencies." Agencies, in turn, are required to issue their own implementing regulations based upon OMB's schedule within 180 days after enactment, i.e., by April 26, 1987.

This memorandum is to notify you of these requirements and to assure you that we intend to issue such guidelines early in the coming year. This should give agencies sufficient lead time to develop and issue their own implementing rules.

To assist us in keeping to this schedule, please provide the following information:

- o The amendment requires agencies to provide each requester two hours of search time and the first 100 pages of duplication without charge. To give us some idea of the effect of this provision, project the total dollar amount of the charges you expect to collect for 1986 and determine by how much this provision would reduce that total. What percentage of requests will this provision exclude from charges?
- o Do you provide documents under a statute other than the FOIA or the Privacy Act that specifically sets the level of fees to be charged? Please identify and give statutory citation.
- o The amendment forbids agencies from charging fees if the "costs of routine collection and processing of the fee are likely to equal or exceed the amount of the fee." What does it cost your agency to collect and process a fee?

Please provide your responses along with any recommendations you care to make regarding fee guidelines no later than November 28, 1986. Address questions to Robert N. Veeder, Office of Information and Regulatory Affairs, FTS 395-4814.